

Heritage
Area Agency on Aging

Regular Meeting of the Heritage Board of Directors

Thursday, October 9, 2025 – 2:00 p.m.

Via Conference Call and Heritage Area Agency on Aging Location

MINUTES

Call to Order

Present: Keith Stamp, Bruce Barnhart, Peggy Doerge, Karri Fisher, Mandi Remington, Sister Susan O'Connor, Scott Olson, David Thielen, Sarah Wagner, Dusti Winkie, Jon Zirkelbach and Larry Kudej.

Also Present: Barb Werning, Jennifer Knudtson, Kellie Elliott-Kapparos, Harrison March and Denise Babcock-Assistant Secretary.

Approval of Agenda

Today's meeting agenda was previously distributed via e-mail for Board members to review. No "Misson Moment" was included this month.

With no further questions, Directors Olson and Barnhart moved and seconded to approve today's agenda. Motion carried, 11-0.

Approval of Minutes of Board of Directors Meeting Held Thursday, September 11, 2025

Upon prior review and with no questions, Directors Olson and Doerge moved and seconded to approve the Thursday, September 11, 2025, meeting minutes. Motion carried, 11-0.

REGULAR AGENDA

Finance Report

• **Heritage Annual Audit**

- Monday, October 6, 2025, Finance Committee members met with Mandi Holcomb and Mason Sanders of Denman CPA LLP, regarding the upcoming FY25 annual audit.
- Denman reviewed the planned scope and timeline for the audit. The Letter of Agreement has been signed by Executive Director, Barb Werning.
- Heritage has started gathering and uploading documents to the Denman portal. Fieldwork is scheduled for late October or early November and is to include an on-site visit.

• **Federal Government Shutdown**

- Effective October 1, 2025, the House and Senate failed to pass a federal budget continuation, resulting in a federal government shutdown.
- The state (1/4) and federal (1/12) October payment of \$455K combined has been disbursed and is pending receipt. The length of the shutdown and any continuing resolution will determine the impact to the November federal payment (approximately \$170K monthly) and future payments.
- HHS may be able to access some funds to make disbursements and Heritage has reserves of \$500K that can be pulled during the interim. Monthly agency expenses are approximately \$300-350K.

- **ADS Fiscal Monitoring**

- Review of the August ADS fiscal monitoring visit took place. The report and scoring matrix indicate Heritage received a Medium Risk Score of 88%, receiving 210 out of 240 possible points.
- Feedback and next steps were provided on several items including: utilizing the budgeting module in Heritage's accounting system, contract changes, and making sure Heritage policies and procedures align with ADS as they navigate new HHS and Older Americans Act (OAA) requirements.
- Executive Director Werning met with ADS Director Rhein to discuss monitoring results.
- The deadline to incorporate all changes is no later than July 1, 2026.

- **Additional Fiscal Information**

- Upcoming reporting that is due: MAC report due October 10, IAFRS (ADS) report due October 22 and VOCA report due October 31.
- The Heritage finance committee has approved the allowable interest of \$40,626 to be withdrawn from the Kirkwood Foundation Older Iowans Fund. Balance of that account is currently \$286K. Approval of the finance report also indicates approval to proceed with the interest withdrawal.

Approval of Finance Report

Upon further discussion, then no other questions, Directors Barnhart and Olson moved and seconded to approve the Finance report as presented. Motion carried, 11-0.

Fundraising Committee Report – Dusti Winkie for Karen Huber

- **2025 Caregiver Wellness Day Event (CWD)**

- A count of consumers, by county who have registered since October 8, was provided (66 individuals), including those requesting respite care and a vaccination. Registration for this free event is open through October 31, 2025, or until the capacity of 100 is reached. Caregivers can register by completing an on-line form.
- Dostal Catering has been contacted and will now be providing lunch items. Towncrest Pharmacy in Iowa City has agreed to bring flu vaccine and administer shots for the fourteen consumers who have signed up.
- In two weeks, a postcard will be sent to registered consumers to remind them of the event date, time and location since this is the first CWD event held in Johnson County.

Operations/Executive Director Report

- **Staffing**

- The opening for the VOCA grant-funded, Elder Rights Specialist has been placed on hold since we have identified a qualified candidate who is now moving through the process.

- **Program Updates**

- Mercy Medical Center, Cedar Rapids, has partnered with us for three years to provide IRTC services. This year they were unable to approve and execute a contract with us due to supervisory staff changes. Consequently, we have ended our IRTC work with them and will be exploring a partnership with another medical system. We have a meeting soon with St Lukes/Unity Point. Another Iowa AAA already provides IRTC services with Unity Point and we are hopeful that contract design could be smooth if we move forward with them. We are also now providing IRTC services to Cedar County Public Health.
- Anna Slife, Nutrition Services Coordinator, has asked to become a Tai Chi instructor. Upon completion of training, she will be certified in December and start in January.

- VOCA (Victims of Crime Act) funding which takes place through a federal grant and supports our Elder Rights program, is flat-funded again this year.
- **HHS Redesign**
 - Details regarding the July 1, 2025, HHS redesign and seven-region Disability Access Points' (DAP) locations were reviewed as well as the functions of the Aging and Disability Resource Center (ADRC). Discussion followed. Board members will be kept updated of any changes. The HHS DAP map showing various districts will be sent to members via e-mail with a hard copy to follow.
- **Advisory Council Bylaw Changes**
 - The Older American's Act (OAA) requires each Agency on Aging to have an Advisory Council with bylaws. Our Advisory Council by laws have language that needs to be updated to reflect current practice and adherence to recent changes in the OAA. Board members previously reviewed the changes after an e-mail was sent to them. Upon further discussion, this action requires a Board vote to approve.

Approval of Advisory Council Bylaw Changes

With no other questions, Directors Olson and O'Connor moved and seconded to approve the revised Advisory Council Bylaw changes as presented. Motion carried, 11-0.

Open Agenda

- Board Advisory Member, Larry Kudej
 - Older Iowans Legislature (OIL) held their annual meeting on Monday, September 29, 2025, from 8:00 a.m. to 3:00 p.m. Attendees voted on the following priority issues

Priority Items

- Enhance wages for direct care workers – minimum staff levels and incentives to grow staffing levels.
- Enhancing programming for seniors to "age in place," i.e., Return to Community.
- Health insurance enhancements – increase dental and include eye care and hearing aids.

Tie Items (Board will take into consideration):

- Support financial literacy, financial exploitation prevention and SHIP funding.
- Tax breaks and work leave for family care givers.

- Nothing to report from Iowa AARP at this time.

- Board Chair, Keith Stamp

- Usually, the Board would gather informally during December to have a festive, social time instead of a formal meeting. A suggestion has been made to schedule this time for early Spring of 2026 after the Heritage staff move to their new location on the Kirkwood campus, having an "open house" event instead.

Discussion followed and all members were in agreement for no formal or social meeting in December 2025 but to reschedule that activity to coincide with the open house.

Public Comment

- No comments were brought to the Board's attention.

Motion to Adjourn

Directors Barnhart and O'Connor moved and seconded a motion to adjourn. Motion carried, 11-0.

No further business, the meeting was adjourned at 3:05 p.m.

Respectfully submitted by:

Denise Babcock

Denise Babcock, Assistant Secretary

Approval by Board:

Keith Stamp

Keith Stamp, Chair